

UNIVERSITY OF ULSTER LIBRARY

Library, Information Science & Technology Abstracts (LISTA) – EBSCO – user guide

COVERAGE

Library, Information Science & Technology Abstracts (LISTA) is an information science database which indexes over 600 journal titles, plus books, research reports and proceedings. Coverage dates back to the mid-1960s.

ACCESS

LISTA is available on and off-campus and no password is required.

- From the Library homepage (<http://www.ulster.ac.uk/library/>) click on Electronic Resources and choose Databases from the drop-down menu. Alternatively go directly to <http://library.ulster.ac.uk/electronic/>
- Click on **L** from the a-z list at the top of the screen
- Scroll down and click on **Library Information Science and Technology Abstracts**

SEARCHING

Basic Search

The default screen in this database is the **advanced search**, so to use the **basic search** function you will first have to click on the relevant tab.

Enter your search terms in the **Find** field and click search. You can search for a single term, phrase or combine separate terms together (see **Search Tips** below).

Your search results are displayed.

Advanced Search

Click on the **advanced search** tab.

Enter your search terms in the boxes provided, using the drop-down menus to select the fields (areas within the record) you wish to search e.g. **Subject Terms, Author, Title** etc. Combine the terms using **AND, OR** and **NOT**. See **Search Tips** below for more details on combining terms.

At **Publication** you can specify a particular publication which you would like to search within e.g. Journal of Academic Librarianship.

At **Published date** you can select a date range to search within.

You can limit your search to **Scholarly (Peer Reviewed Journals)** by checking the box provided.

VIEWING SEARCH RESULTS

Search results are presented as a list of references. You can view results by publication type by clicking on the appropriate link near the top of the screen – *Academic Journals, Magazines, Newspapers, Books/Monographs*.

The box to the left of the list of references contains subject headings which allow you narrow your search and may obtain more relevant results.

Results will be displayed in alphabetical order by author. Using the drop-down menu at top of the screen you can also choose to sort results by date, source, or relevance.

To the right of the list of references are buttons to add selected articles to a

marked list:



To look at the reference for a specific article simply click on the article title and this will lead you to the article citation and abstract (where available). From

here you can [Print](#) [E-mail](#) [Save](#) [Add to folder](#)

If you have been going through the list adding articles to the marked folder these can be listed separately by clicking on **Folder** at the top of the screen. Articles in this marked list can be printed, emailed, or saved to disk (see instruction below to export references to RefWorks).

SEARCH TIPS

Combine Terms

Use **AND** to specify that both terms must appear, for example: *collection AND management*

Use **OR** to search for either term, for example: *teenager OR adolescent*

Use **NOT** to search for one term but not another, for example: *education NOT technology* will find articles which include the term education but not the term technology.

Wildcard (?) and Truncation (*) Searching

Use the wildcard and truncation symbols to create searches where there are unknown characters, multiple spellings or various endings.

The **wildcard** is represented by a question mark (?). It is used to represent a single character within or at the end of a word. For example: *wom?n* will find woman or women.

Truncation is represented by an asterisk (*). It is used to search for any word beginning with a set of characters, for example: *comput** will find computer or computing.

Phrase Searching

If you wish to search for a phrase enter it inside quotation marks, for example, “collection management” will find occurrences of these two words together and in that order.

REFWORKS

To export references to RefWorks:

- Add references to folder as described in **Viewing Search Results** above.
- Click on  **Folder** at the top of the screen.
- Click on  **Save**
- Click on the **Bibliographic Manager** tab.
- Click on the option to **Direct Export to RefWorks**.
- Click on **Save**.

HELP

Comprehensive help screens are available by clicking on the help button at the top of the screen.

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